

## Foreign Language Characters on the Macbooks

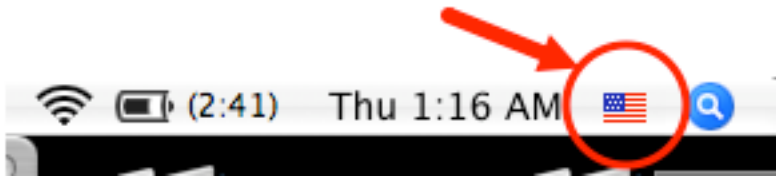
<b>Character</b>	<b>Example</b>	<b>Keystroke</b>
Grave	`	(option) `
Acute	´	(option) e
Circumflex	^	(option) i
Tilde	~	(option) n
Umlaut	¨	(option) u
c-cedilla	ç	(option) c
Es-zett	ß	(option) s
Inverted !	¡	(option) 1
Inverted ?	¿	(option) (shift) /
Quotation	„	(option)(shift) w
Quotation	«	(option) \
Quotation	»	(option)(shift) \
Quotation	‹	(option)(shift) 3
Quotation	›	(option)(shift) 4

### FOR DIACRITICAL MARKS

- 1.Type the diacritical mark (see above.)
- 2.Type the letter after the diacritical mark;  
the letter will insert itself under the  
mark.

## To Enable Fast Switching Between English and Foreign Language Keyboards:

1. Go into System Preferences (click the blue apple in the upper left of the screen, and choose “System Preferences”.)
2. Click on “International”.
3. Click on “Input Menu”.
4. Scroll down on the list and check the languages you wish to enable.
5. At the bottom, choose “Allow a different input source for each document”.
6. Also check “Show input menu in menu bar”.
7. Now you will notice an American flag up on the gray bar where the time is displayed.



8. When you wish use a particular foreign language keyboard, click the American Flag and choose the one you wish to access.

NOTE: You might not be able to access System Preferences on cart-based MacBooks.